

HRMS/BI Data Reports Detail Description

for reports on the

HRMS/BI Portal, HRM Performance Measurement tab

In data reports *on the HRMS/BI Portal, HRM Performance Measurement tab* , data is restricted to include (state employees. This set of restrictions is sometimes called the "Universe." This document outlines what is included and excluded, in the BASIC Universe and in the DIVERSITY Universe.

Queries for each *HRM Performance Measurement* report may then further restrict the data based on common business definitions. These additional restrictions can be found in the document **HRM BI Report Coding Measures** on the DOP website at

<http://pub/strategichr/HRMPerformanceAccountability/Pages/25WhatsintheHRMSBIdataquery.aspx>

These *HRM Performance Measurement* reports on the HRMS/BI Portal are typically used by agencies to prepare their HR Management Report.

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4	EXCLUDED Org Units & Personnel Areas
5	INCLUDED Personnel Areas

*go directly to the section by clicking on the link

HR Management Report "Basic Universe" Detail Description

Supports HRM Measures 2, 7, 8, 11, 12, 20, 23, and 25

Updated: 3-2-2007; 8-3-2008 (structure only, no data change)

Note: This document represents the employee base used in the queries supporting the HRM Report measures shown above. However, each of the queries have different/additional criteria restrictions based on the measurement and needed results. In addition, Measure #23 "Diversity" uses a different base and is documented on Page 2.

To reach the "basic universe" (employee base), specific agencies, and in some cases, specific organizations within agencies, are not included. Excluded are legislative and judicial agencies, "agencies" whose entire population consists of retired firefighters/law enforcement officers, or other non-employees who are paid via HRMS, and agencies with specific org units representing non-retired firefighters. Excluded agencies and org units are documented on Page 3. Those Personnel Areas INCLUDED in the "universe" are on the pages 4 and 5.

After applying the "exclusions" shown above, combining selected HRMS data into objects within Pay Grade and Pay Scale Areas provide the employee base needed. The details of the end result, "Basic Universe", are as follows:

Criteria/Restrictions:

Calendar Year/Month	12/2006
Employment Status	Active
Organizational Unit	Shown on page 3 (attached)
Personnel Area	Shown on page 3 (attached)

Criteria/INCLUDED:

Pay Scale Area	Shown in the chart below
Pay Grade Area	Shown in the chart below

HRMS Pay Grade Area	Title	Number of Employees (Counts will vary by date)
10/02	WMS	4,816
10/34	Elected Official	7
10/36	Attorney General	1
10/40	Non-Pay Scale	2,127
10/41	EMS	842
99/#	99/Not assigned	182
	Subtotal	7,975

HRMS Pay Scale Area	Title	
10/01	Standard Progression	45,519
10/03	Nurses	1,100
10/04	State Patrol	303
10/05	Special Range E	2,083
10/07	Special Range G	1,278
10/08	Liquor Board	490
10/10	DSHS	3
10/30	PNTR Bindery	34
10/31	PNTR Press	30
10/32	PNTR CWA	4
10/40	Non-Pay Scale	14
10/54	PNTR Administrative	63
	Subtotal	50,921
	Overall Result	58,896

HRM Report "Universe" for Diversity

Supports HR Management Report Measure 25 Only

Updated: 3-2-2007; 8-3-2008 (structure only, no data change)

Note: This document represents the employee base used in the queries supporting the HRM Report measure shown above. Only employees with permanent state service status are considered (Contract Type = Permanent).

In addition, in determining this "universe", specific agencies, and in some cases, specific organizations within agencies, are not included. Excluded are legislative and judicial agencies, "agencies" whose entire population consists of retired fire-fighters/law enforcement officers and other non-employees who are paid via HRMS, and agencies with specific org units representing non-retired firefighters and work study students.

Excluded agencies and org units are documented on Page 3. Those Personnel Areas INCLUDED in the "universe" are on pages 4 & 5.

Criteria/Restrictions:

Calendar Year/Month	12/2006
Employment Status	Active
Contract Type	Permanent
Organizational Unit	Shown on page 3 (attached)
Personnel Area	Shown on page 3 (attached)

Results:

Number of Employees (Counts will vary by date)	48,442
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HR Management Report

EXCLUDED Org Units & Personnel Areas

Supports HRM Measures 2, 7, 8, 11, 12, 20, 23, and 25

Updated: 3-2-2007; 2-6-2008; 8-3-2008 (structure only, no data change)

Organizational Unit EXCLUSIONS:	Titles
30002393	Fire Mobility
31000100	Emergency Fire Fighters
31000101	Emergency Fire Fighters
31000175	Emergency Fire Fighters
31000177	Emergency Fire Fighters
31000178	Emergency Fire Fighters
Personnel Area EXCLUSIONS:	Titles
0110	House of Representatives
0120	Senate
0130	Jt Transportation Comm
0140	Jt Legis Audit/Rev
0200	LEAP
0350	State Actuary
0380	Jt Legis Sys Co
0400	Perm Statute Comm
0450	Supreme Court
0460	WA State Law Library
0480	Court of Appeals
0500	Comm on Judicial Conduct
0550	Admin for the Courts
0560	Off of Public Defender
0570	Off of Civil Legal Aid
2201	Vol Firefighters/Res Officers
2451	Mil Dept Active Duty
3410	LEOFF-Bd
3430	Higher Ed Coord Bd
3460	Higher Ed Facilities
4051	Marine Division
4080	Marine Emp Comm
4611	Ecology Youth Corps
4612	Wa Cons. Corps
4620	Poll Liab Ins Agency
5401	Empl Security WEX
5402	Empl Security WEX
5403	Empl Security WEX
5404	Empl Security WEX
5405	Empl Security WEX
5408	Empl Security WEX
5409	Empl Security WEX
5411	Americacorps Star Vista
5412	WA State Americorps
5415	WA Service Team
5500	Convention & Trade Center

HR Management Report Basic Universe

INCLUDED Personnel Areas

Supports HRM Measures 2, 7, 8, 11, 12, 20, 23, and 25

Updated: 3-2-2007

Personnel Area	Title
0750	Office of the Governor
0800	Lieutenant Governor Office
0820	Public Disclosure Comm
0850	Secretary of State
0860	Govs Ofc Indian Affairs
0870	Asian/American Affairs
0900	State Treasurer
0950	State Auditor
0990	Citzs Com/Sal Elect Off
1000	Attorney General
1010	Caseload Forecast Council
1020	Dept of Financial Inst
1030	Dept Comm/Trade/Econ Dev
1040	Forecast Council
1050	Office of Financial Mgmt
1060	Wa Econ Dev Finance Auth
1070	Health Care Authority
1100	Office of Admn Hearings
1110	Dept of Personnel
1111	Human Res Info Sys Div
1160	Washington State Lottery
1170	Gambling Commission
1180	Comm on Hispanic Affairs
1190	Comm African/Amer Affrs
1200	Human Rights Commission
1220	Personnel Appeals Board
1240	Dept of Retirement Sys
1260	State Investment Board
1300	Dept of Printing
1400	Dept Revenue
1420	Tax Appeals Board
1470	Off Min & Women's Enterp
1480	Housing Finance Commission
1500	General Administration
1550	Dept of Info Services
1600	Insurance Commissioner
1650	Wash Board Of Accountancy
1850	Wash Horse Racing Comm
1900	BD of Industrial Appeals
1950	Liquor Control Board
2050	Puget Sound Pilotage Com
2150	Utilities/Trans Comm
2200	Board for Vol Firefighters
2250	Washington State Patrol
2270	Criminal Justice Trng Comm
2280	Washington Traffic Safety Comm

2350	Dept of Labor & Industries
2400	Dept/Licensing
2450	Military Department
2500	Indeterminate Sen Rev Board
2750	Public Emp Relation Comm
3000	DSHS Headquarters
3001	Echo Glen School
3002	Maple Lane School
3003	Green Hill School
3004	Naselle Youth Camp
3006	Special Commitment Center
3007	Eastern State Hospital
3008	Western State Hospital
3009	Child Study/Treatment Ctr
3010	Fircrest School
3011	Rainier School
3012	Lakeland Village
3013	Yakima Valley School
3014	Frances Haddon Morgan CC
3015	Consolidated Support Service
3016	DSHS Region 1 DDD Field
3017	DSHS Region 2 DDD Field
3018	DSHS Region 4 DDD Field
3019	DSHS Region 5 DDD Field
3020	Home Care Qlty Authority
3021	DSHS Region 1
3022	DSHS Region 2
3023	DSHS Region 3
3024	DSHS Region 4
3025	DSHS Region 5
3026	DSHS Region 6
3027	DSHS Region 4 Sola
3028	DSHS Region 1 Sola
3029	DSHS Region 5 Sola
3030	Department of Health
3031	DSHS Region 2 Sola
3040	Tobacco Settlement Authority
3050	Dept of Veterans Affairs
3051	Soldiers Home and Colony
3052	Washington Veterans Home
3053	Spokane Veterans Home
3101	DOC - Headquarters
3102	Southwest Region DOC
3103	Stafford Creek CC
3104	Correctional Industries
3105	Wash Corrections Center
3106	Wash State Penitentiary
3107	Wash State Reformatory
3108	Wa Corr Ctr for Women
3109	Olympic Corrections Ctr
3110	Ahtanum View CC
3111	Larch Corrections Ctr
3112	Coyote Ridge Corr Center

3113	Airway Heights Corr Ctr
3114	Northeast Region DOC
3115	SE Region DOC
3116	WC Region DOC
3117	Southwest Region DOC-Pierce
3118	Mission Creek Correctional Ctr
3119	Cedar Creek Correctional Ctr
3120	Pine Lodge CC for Women
3121	Mcneil Island Corr Ctr
3122	Clallam Bay Facility
3123	NW Region DOC
3150	Dept Services for Blind
3250	Sentencing Guidelines Comm
3500	Sup of Pub Instruction
3510	St School for the Blind
3530	St School for the Deaf
3540	Wkforce Trng/Ed Coord Board
3550	Archaeology and Historic Pres
3870	Arts Commission
3900	Wa St Historical Society
3950	Eastern Wa St Hist Society
4050	Dept of Transportation
4060	County Roadh Admin Board
4070	Transp Improvement Board
4100	Transportation Commission
4110	Freight Mob St Inv Board
4600	Columbia River Gorge Comm
4610	Dept of Ecology
4650	Parks/Recreation Comm
4670	Outdoor Recreation Comm
4680	Environ Hearings Office
4710	Conservation Commission
4760	Growth Mgmt Hearings Board
4770	Dept of Fish & Wildlife
4900	Dept Natural Resources
4950	Dept of Agriculture
5400	Employment Security Dept
5990	Health Care Fac Authority
#	Not assigned